

FRANCONIA*EASTON*SUGAR HILL

ANNUAL TRI-TOWN BOARD OF SELECTMEN MEETING

MONDAY, JANUARY 14, 2018 AT SUGAR HILL TOWN OFFICES

Board Members Present: **Sugar Hill Select Board** - John J. Strasser III, Richard Bielefield, Margaret Connors – **Franconia Select Board** – Jill Brewer, Eric Meth, Jeff Blodgett **Easton Select Board** – Bob Thibault, Zak Mei, Toni Woodruff.

Others Present: Jennifer Gaudette, Holly Burbank, Jenny Monahan, Scott Leslie, Tim Blake, Kim Cowles, Peter Grote.

The meeting was called to order at 4:07 pm.

Lafayette Recreation Committee Budget Review: Kim Cowles conducted the budget review for the Recreation Committee. Rather than a line by line review, Kim highlighted changed items.

- **Wages** are up 4.06%. Kim Cowles said this is mainly due to a competitive wage increase to attract counselors, and to partially compensate them for mandatory lifeguard certification.
- **Cell Phone** increased due to the addition of a stipend for Kris Kappler for using her own cell phone device and plan for work. Easton Selectman Bob Thibault suggested pricing out Tracfone devices/plans for cost comparison.
- **NH Retirement System** has been added to the Town of Franconia's 2019 Proposed Budget for all departments. There was a brief discussion about this, during which Town Administrator Burbank explained that all Police and School employees have access to the program, leaving 13 Town employees without it. Administrative Assistant Jennifer Gaudette commented that full-time Sugar Hill employees have NH Retirement as well.
- **Trainings, Conferences, Memberships & Dues** was increased to \$500 as that line was slightly overspent in 2018.
- **Soccer Programs** is up 9.38% due to increased membership requiring more counselors, uniforms and supplies. However, Kim noted that while the line item shows an increase, the program made the Recreation Program \$500 last year.
- **Summer Programs:** While the 2018 Actual expenditure was almost \$4000 less than 2018 Funded, Kim explained that the 2019 Recommended is not being decreased due to having to anticipate enrollment, and as part of that, **Field Trips** is increased to cover admissions to parks as a group, but is reimbursed by enrollees.
- **Recreation Funds: Recreation Van Fund** has a recommended increase of 50% due to an increase in the van's capital reserve fund to save for a replacement.
- **Offsetting Revenue** increased 6.9% due to increased enrollment fees in Summer Recreation Fees and NC Soccer Camp Fees.

Kim Cowles let the Boards know that the current taxation percentages for the Tri-Towns are Franconia 52%, Sugar Hill 32% and Easton 16% towards Recreation's Proposed Budget of \$95,841.00.

Tri-Town Transfer Station Budget Review: Tim Blake presented the Transfer Station's 2019 Proposed Budget.

- **Wages – Regular time** increased due to Tim Blake's raise when being promoted to supervisor of the Transfer Station as well as the 2.5% annual increase for other employees.
- **Health Insurance** increased 18.84% due to an employee's change from a single to a two person plan.
- **Dental Insurance** is a proposed addition to Town of Franconia employee benefits.
- **NH Retirement** is being proposed this year for Town of Franconia employees.
- **Contracted Services** increased 9.89%, which is due to a substantial increase in hauling fees from Casella Waste Systems.

- **Heating Propane** increased 12.5% due to an increase from the fuel company. There was a brief discussion about which companies may provide better rates, and whether or not a municipal contract could result in savings. Town Administrator Burbank will research this issue.
- **Property Liability Insurance** increased 9.81%. Town Administrator Burbank said all of the Town's liability insurance increased.
- **Uniforms** has increased 50% as the Town now purchases jackets, boots and work gloves for employees due to the job requiring being outdoors in cold weather.

All three Boards expressed their agreement with the changes to the Tri-Town Transfer Station's 2019 Proposed Budget.

Town Administrator Burbank said she increased **Offsetting Revenue - PAYT Bags and Recycled Materials** to be closer to the 2018 Actual numbers.

Other Discussion:

Tim let the Boards know that the Town's now have to pay for the disposal of Mixed Paper and it's the second biggest recycling item generated. There is also an issue with glass because Littleton is no longer accepting it. Tim said he is currently searching for a solution to the glass issue. Selectman Mei asked if it may be a good idea to increase Contracted Services for additional costs of hauling glass to another location. Tim Blake said yes, and will update the Boards when he has a plan for the glass and an idea of the associated cost.

There was a brief discussion about how C&D is handled, which led to Town Administrator Burbank proposing the idea of purchasing a truck scale for the Transfer Station using funds from the Tri-Town Special Revenue Fund. Tim Blake has priced them out at approximately \$70,000. Currently, Transfer Station employees are estimating a trucks load of C&D as best they can, but Tim feels that this system is easily taken advantage of.

The Boards also discussed charging for brush disposal as the Transfer Station amasses a huge amount and it is difficult to store and problematic to eliminate. The Boards approved of charging for brush by the carload or truckload for both contractors and residents.

There was a brief discussion about adding a video camera to the Transfer Station gate. Holly Burbank said she would increase the Materials & Supplies line from \$2700 to \$3000 so one can be purchased.

Town Administrator Burbank then explained what Franconia Legal Counsel recommended in order to discontinue the Special Revenue Fund: Close the fund and pay out each town's percentage and interest back to them. Then each town would vote to put their portion into their own Capital Reserve Fund and every year thereafter, each town would determine what to put in their fund on their own.

With no further discussion, the meeting was adjourned at 5:40 pm.

Respectfully Submitted,

Jenny Monahan
Administrative Secretary